

December 15, 2009

The Regular meeting of the Otsego County Board of Commissioners was held in the County Building at 225 West Main Street, Room 100. The meeting was called to order at 9:33 a.m. by Chairman Ken Glasser. Invocation by Commissioner Clark Bates, followed by the Pledge of Allegiance led by Commissioner Doug Johnson.

Roll call:

Present: Erma Backenstose, Clark Bates, Paul Beachnau, Ken Glasser, Robert Harkness, Mike Hyde, Doug Johnson.

Excused: Bruce Brown, Paul Liss.

Motion by Commissioner Clark Bates, to approve the regular minutes of November 24, 2009 with attachments. Ayes: Unanimous. Motion carried.

Truth in taxation hearing opened at 9:35 a.m.

Consent Agenda:

Motion to approve the general fund budget amendment as presented. Ayes: Unanimous. Motion carried. (see attached)

Motion by Commissioner Clark Bates, to grant authority to the County Administrator to amend budgets up to \$5,000 per line item, with subsequent approval by the Otsego County Board of Commissioners at their January Board meeting. Ayes: Unanimous. Motion carried.

Department Head Report:

Diann Axford updated the Board on the Treasurer's department.

Angel Oppermann updated the Board on the Animal Control department.

Elizabeth Haus reported on the Village of Vanderbilt.

Correspondence:

Chairman Glasser received a letter from the Census.

Rachel Frisch presented the November financial reports.

Unfinished Business:

Motion to eliminate the payment in lieu of health insurance option for elected officials at the time of each office's election, beginning January 1, 2011.

Commissioner Paul Beachnau calls the question. Ayes: Unanimous. Motion carried.

Vote on the original motion, Ayes: Erma Backenstose, Clark Bates. Nays: Paul Beachnau, Ken Glasser, Robert Harkness, Mike Hyde, Doug Johnson. Motion failed.

New Business:

Motion by Commissioner Robert Harkness, to approve the December 1, 2009 Warrant in the amount of \$96,884.98 as presented. Ayes: Unanimous. Motion carried.

Motion by Commissioner Mike Hyde, to approve the December 8, 2009 Warrant in the amount of \$101,745.49 as presented. Ayes: Unanimous. Motion carried.

Motion by Commissioner Paul Beachnau, to approve the December 15, 2009 Warrant in the amount of \$229,815.12 as presented. Ayes: Unanimous. Motion carried.

Motion by Commissioner Erma Backenstose, to approve the Otsego County Capital Improvement Plan 2010-2015 as presented. Ayes: Unanimous. Motion carried. (see attached)

Motion by Commissioner Doug Johnson, to adopt Resolution OCR-09-31 in support of the MDEQ Grant application.

Roll Call Vote:

Ayes: Erma Backenstose, Clark Bates, Paul Beachnau, Ken Glasser, Robert Harkness, Mike Hyde, Doug Johnson.

Nays: None.

Excused: Bruce Brown, Paul Liss.

Motion carried/Resolution adopted. (see attached)

Motion by Commissioner Paul Beachnau, to approve the agreement with the Otsego County Sheriff's Department Employees and the Police Officers Labor Council from January 1, 2010 through December 31, 2012. Ayes: Unanimous. Motion carried.

Public Hearing closed at 10:21 a.m.

Motion by Commissioner Paul Beachnau to adopt the Fiscal Year 2010 Budget & General Appropriations Act, being part of Resolution OCR-09-32. Motion by Commissioner Robert Harkness to amend the proposed 2010 budget by eliminating the \$800.00 payment reduction to each of the three County Commissioners who receive the medical reimbursement payment in lieu of participating in the Otsego County medical insurance program offered to all the commissioners. Vote on amended motion-Ayes: Clark Bates, Paul Beachnau, Ken Glasser, Robert Harkness, Mike Hyde, Doug Johnson. Nays: Erma Backenstose.

Roll Call Vote:

Ayes: Clark Bates, Paul Beachnau, Ken Glasser, Robert Harkness, Mike Hyde, Doug Johnson, Erma Backenstose.

Nays: None.

Excused: Bruce Brown, Paul Liss.

Motion carried/Resolution adopted as amended. (see attached)

Board Remarks:

- Commissioner Clark Bates: City Council meeting.
- Commissioner Doug Johnson: Parks and recreation meeting.
MAC.
Thanked John, Rachel, Trisha and staff.
Wished everyone a Merry Christmas and a
Happy New Year.
- Commissioner Paul Beachnau: Commended John, Rachel and budget committee.
Sportsplex.
- Commissioner Robert Harkness: Health Department.
Wished everyone a Merry Christmas.
- Chairman Ken Glasser: NEMCSA meeting.
County potluck December 18th 11:30-1:00.
Road Commission.
Appreciated all Board members and complemented staff.
Wished everyone a Merry Christmas.

Meeting adjourned at 10:40 a.m. at the call of the Chair.

Kenneth R. Glasser, Chairman

Susan I. DeFeyter, Otsego County Clerk



**OTSEGO COUNTY
BUDGET AMENDMENT**

Page 2 of 4

FUND/DEPARTMENT: General Fund, various departments

As provided for in the Uniform Budget and Accounting Act of 1978, as amended, and consistent with Otsego County Policy, the Administrator and Finance Director are hereby authorized to record the following adjustments to the budget.

Fund Type: General Special Revenue Debt Service Capital Project Business-Type (Enterprise or Internal Svc)

REVENUE to adjust budget through the end of the year

Account Number	Decrease	Increase
269-050-699.030 Transfer In	\$	\$986
- -	\$	\$
- -	\$	\$
- -	\$	\$
Total	\$	\$

EXPENDITURE

Account Number	Increase	Decrease
101-133-704.110 Hospitalization	\$	\$2,003
101-133-704.500 Unemployment	\$356	\$
101-148-940.110 Hospitalization/Dental	\$	\$986
101-968-999.000 Appropriation-Law Library	\$986	\$
269-145-726.200 Books and Periodicals	\$986	\$
101-228-801.020 Professional	\$2,000	\$
Total	\$	\$

Department Head Signature

Date

Finance Department
Entered:
By:

Administrator's Signature

Date

Board Approval Date (if necessary)

Budget Adjustment #

Posting Number



**OTSEGO COUNTY
BUDGET AMENDMENT**

Page 3 of 4

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REVENUE to adjust budget through the end of the year

Account Number	Decrease	Increase
	\$	\$
- -	\$	\$
- -	\$	\$
- -	\$	\$
Total	\$	\$

EXPENDITURE

Account Number	Increase	Decrease
101-853-940.110 Hospitalization-Retiree	\$	\$16,737
101-253-704.110 Hospitalization	\$2,000	\$
101-253-704.700 Pmts in Lieu of Insurance	\$	\$2,000
101-253-930.150 Service Charges	\$	\$6,000
101-864-930.150 Service Charges	\$6,000	\$
101-257-704.110 Hospitalization	\$14,737	\$
Total	\$	\$

Department Head Signature

Date

Administrator's Signature

Date

Finance Department
Entered:
By:

Board Approval Date (if necessary)

Budget Adjustment #

Posting Number



**OTSEGO COUNTY
BUDGET AMENDMENT**

Page 4 of 4

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REVENUE to adjust budget through the end of the year

Account Number	Decrease	Increase
	\$	\$
-	\$	\$
-	\$	\$
-	\$	\$
Total	\$	\$

EXPENDITURE

Account Number	Increase	Decrease
101-302-704.500 Unemployment	\$675	\$
101-302-704.600 Workers Comp	\$	\$675
	\$	\$
	\$	\$
	\$	\$
	\$	\$
Total	\$37,961	\$37,961

Department Head Signature

Date

Finance Department
Entered:
By:

Administrator's Signature

Date

Board Approval Date (If necessary)

Budget Adjustment #

Posting Number

CAPITAL IMPROVEMENTS PROGRAM



OTSEGO COUNTY CAPITAL IMPROVEMENT PLAN 2010-2015

Approved by the Planning Commission November 23, 2009

INTRODUCTION

The Michigan Planning Enabling Act requires local municipalities that have adopted a master plan to annually prepare a capital improvements program. This language is contained in Article IV, Section 65, subparts (1) and (2), which reads:

(1) To further the desirable future development of the local unit of government under the master plan, a planning commission, after adoption of a master plan, shall annually prepare a capital improvements program of public structures and improvements, unless the planning commission is exempted from this requirement by charter or otherwise. If the planning commission is exempted, the legislative body either shall prepare and adopt a capital improvements program, separate from or as a part of the annual budget, or shall delegate the preparation of the capital improvements program to the chief elected official or a nonelected administrative official, subject to final approval by the legislative body. The capital improvements program shall show those public structures and improvements, in the general order of their priority, that in the commission's judgment will be needed or desirable and can be undertaken within the ensuing 6-year period. The capital improvements program shall be based upon the requirements of the local unit of government for all types of public structures and improvements. Consequently, each agency or department of the local unit of government with authority for public structures or improvements shall upon request furnish the planning commission with lists, plans, and estimates of time and cost of those public structures and improvements.

(2) Any township may prepare and adopt a capital improvement program. However, subsection (1) is only mandatory for a township if the township, alone or jointly with 1 or more other local units of government, owns or operates a water supply or sewage disposal system.

CAPITAL IMPROVEMENTS

Capital Improvements are generally additions to the County's assets, including the construction or purchase of land, buildings or facilities or major renovations of the same, and involve a substantial investment and last a longtime. For purposes of this Capital Improvement Program (CIP), only the following type of projects that meet this definition of a capital improvement, are included in the program, such as:

- a. New and expanded physical facilities.
- b. The acquisition of land for a community facility.
- c. Large scale rehabilitation or replacement of existing facilities costing over \$200,000.

Limitation on Authority

This CIP is not meant to appropriate the power of the Otsego County Board of Commissioners in their duty to regulate the expenditure of County funds, but merely to provide guidance and recommendations to projects that may have a long-term impact on the community. To that end, the following limitations on authority will be observed:

- a. The Otsego County Planning Commission accepts Otsego County, its Departments or agencies, when using funding from its own dedicated funding resources often have specific limitations and acknowledges greater discretion for Otsego County, its Departments or agencies with these funds.
- b. The Otsego County Board, its departments, and agencies have every right and an obligation to make emergency repairs without prior comment from the Otsego County Planning Commission. Information on such emergency repairs, will however, be submitted as soon as practicable to the Chairperson of the Planning Commission.
- c. Grant Applications that are attempting to obtain funds for projects that would fall under the CIP guidelines will be presented to the Planning Commission as soon as practicable.

Procedures

- a) The Capital Improvements Program Committee is charged with gathering project information for inclusion into the CIP. The Committee consists of the Chairperson of the Otsego County Planning Commission or his/her designee, the Otsego County Land Use Services Director, the Otsego County Building & Grounds Director, the Otsego County Board Chairperson or his/her designee, and the Otsego County Administrator. The Otsego County Administrator will act as the CIP Coordinator, with the responsibility of coordinating data gathering.
- b) The CIP Committee will create a draft CIP.
- c) The draft CIP will be sent to the Otsego County Planning Commission for comment/changes by June 1 of each year.
- d) The Planning Commission will conduct a public hearing on the draft CIP by August 1 of each year.
- e) Planning Commission will forward draft CIP, along with recommendation, to the Otsego County Board by September 1 of each year.
- f) Otsego County Board will approve, modify, or reject with reasons, the CIP.
- g) The Capital Improvements Program Committee will annually update the CIP, and follow the above process.

Project Prioritizing

Projects will be prioritized using the following categories:

a) Urgent (imperative, must do)

- Satisfies a legal obligation (legal mandate)
- Corrects a condition dangerous to public health or safety
- Alleviates an emergency service disruption or deficiency
- Prevents irreparable damage to a valuable public facility

b) Important (essential, should do)

- Rehabilitates or replaces an obsolete public facility or attachment to the facility
- Stimulates economic growth and private capital investment
- Reduces future operating and maintenance costs
- Leverages available state or federal funds

c) Desirable (important, could do)

- Provides a new or expanded level of service
- Promotes intergovernmental cooperation
- Enhances cultural or natural resources

Projects

Project Title: **Gaylord Property Acquisition**

Agency: Otsego County

Project Type: Land Acquisition

Year(s) of Project: 2015

Project Description:

The County currently own two adjacent lots in the city block bordered by First Street, Court Street, Second Street, and S. Otsego Avenue. These lots are currently used for overflow parking for the County. The County would like to eventually acquire more property within the block for possible future County uses.

Schedule:

There is no set timeline for property acquisition.

Estimated Cost: Unknown

Basis of Cost Estimate: Funding would come from the County's fund reserves.

Alternative Financing: Funding would come from the County's fund reserves.

Agency Reported Evaluation: Desirable

Committee Reported Evaluation: Desirable

Project Title: Gaylord Regional Airport East Apron Rehabilitation

Agency: Otsego County

Project Type: Major Renovation

Year(s) of Project: 2010

Project Description:

The airport terminal apron has two halves, referred to as the East and West Apron. The rehabilitation of the East Apron, as well as a small portion of Taxiway A consisting of 24,000 square yards compose the subject project. The project will include a 2 inch mill and inlay, as well as crack treatment.

Schedule:

Construction likely to begin in July of 2010 with completion in August 2010.

Estimated Cost: \$475,000

Basis of Cost Estimate: Preliminary Engineers Estimate

Alternative Financing:

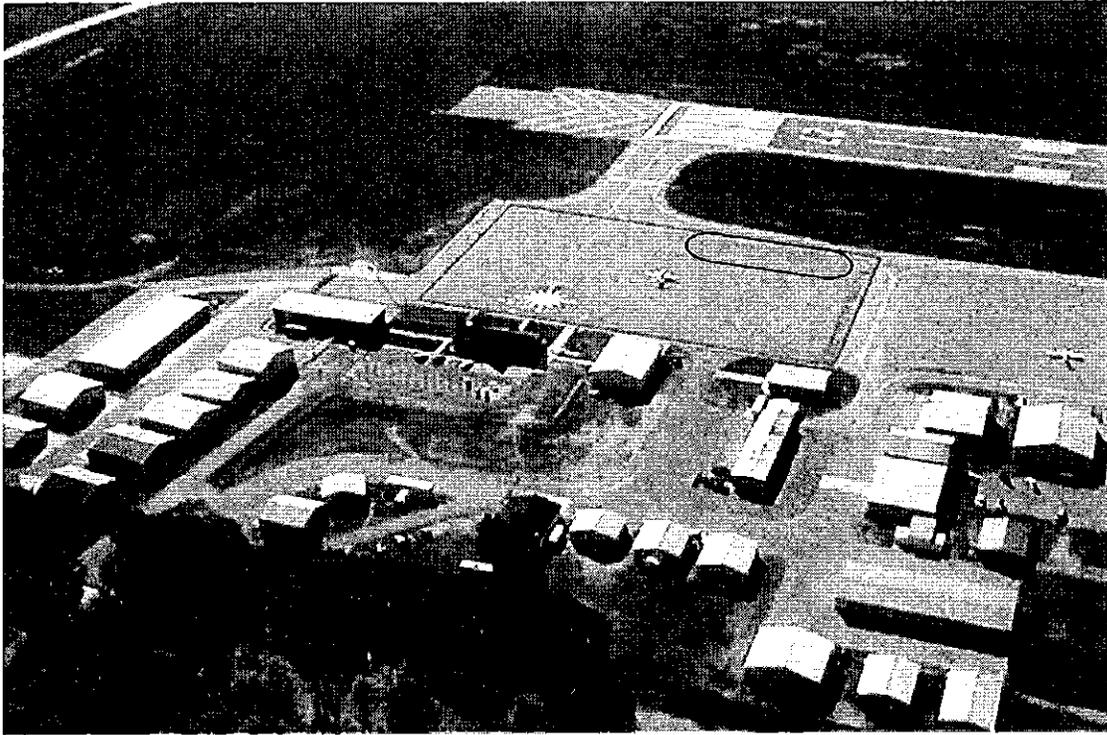
FAA Non-primary Entitlement Grants (97.5% share)

Local share is estimated at \$12,000 to come out of the Airport Capital Improvement Fund.

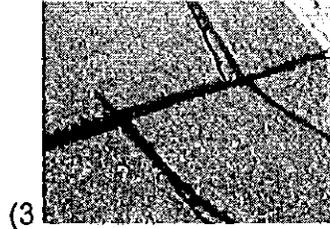
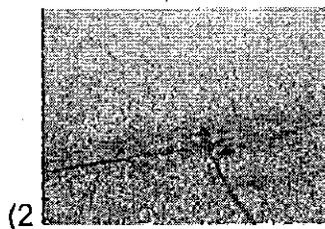
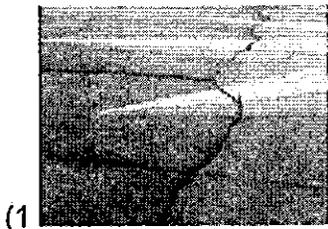
Agency Reported Evaluation: Urgent: The project will ensure the safety of aircraft and passengers. The project will reduce liability concerns and make our airport a more desired arrival location. The project also leverages available federal funding.

Committee Reported Evaluation: Urgent

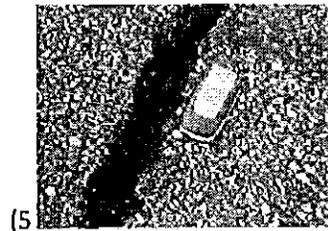
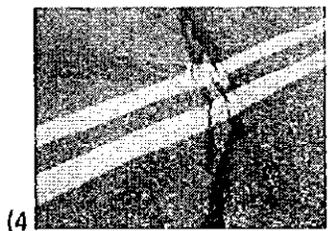
Gaylord Regional Airport Ramp Project 2010



The project would require the removal of the top 2 inches of pavement and replacing it with an inlay of pavement in the red boxed area. This process instead of the more expensive removing 6 inches down and removing the pavement completely before inlay. Example, Pictures 1-3



The project would however also require the full removal of pavement 6 inches down in the black oval area only, followed by replacement inlay. See large ramp picture above. In this area the cracks are deep and the 2 inch procedure would not be effective. Example pics 4 & 5



Project Title: Gaylord Regional Airport Snow Removal Equipment (SRE) Building

Agency: Otsego County

Project Type: New Construction

Year(s) of Project: 2011

Project Description:

The project consists of construction of a new 8,300 square foot pole barn style building to house the 2 larger snow removal vehicles (SRE Building). Additional information is attached.

Schedule:

The project will consist of phases over several years starting with the initial construction in 2011. The building "shell" will be constructed first, and follow-on phases will "fit-out" the building with finishes etc to meet needs.

Estimated Cost: \$675,000

2011: \$675,000

Basis of Cost Estimate: Preliminary Engineer Estimate

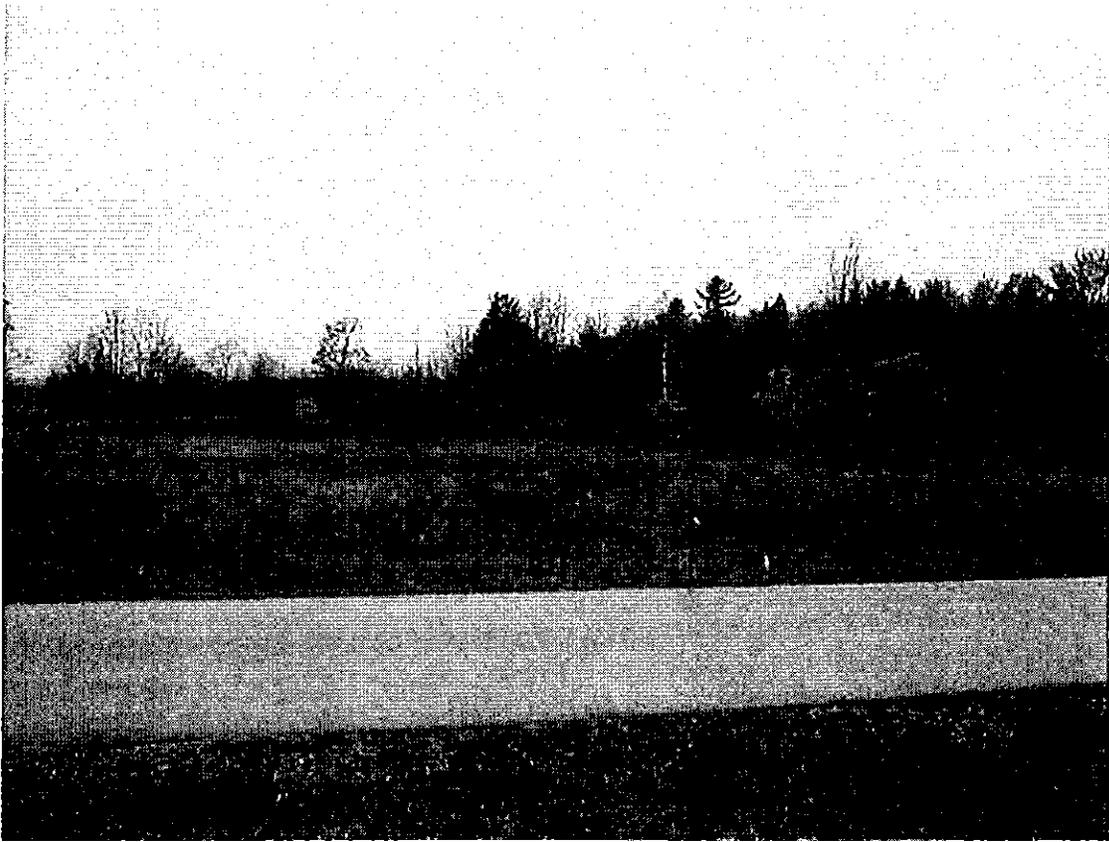
Alternative Financing:

FAA Non-primary Entitlement Grants (97.5% share)

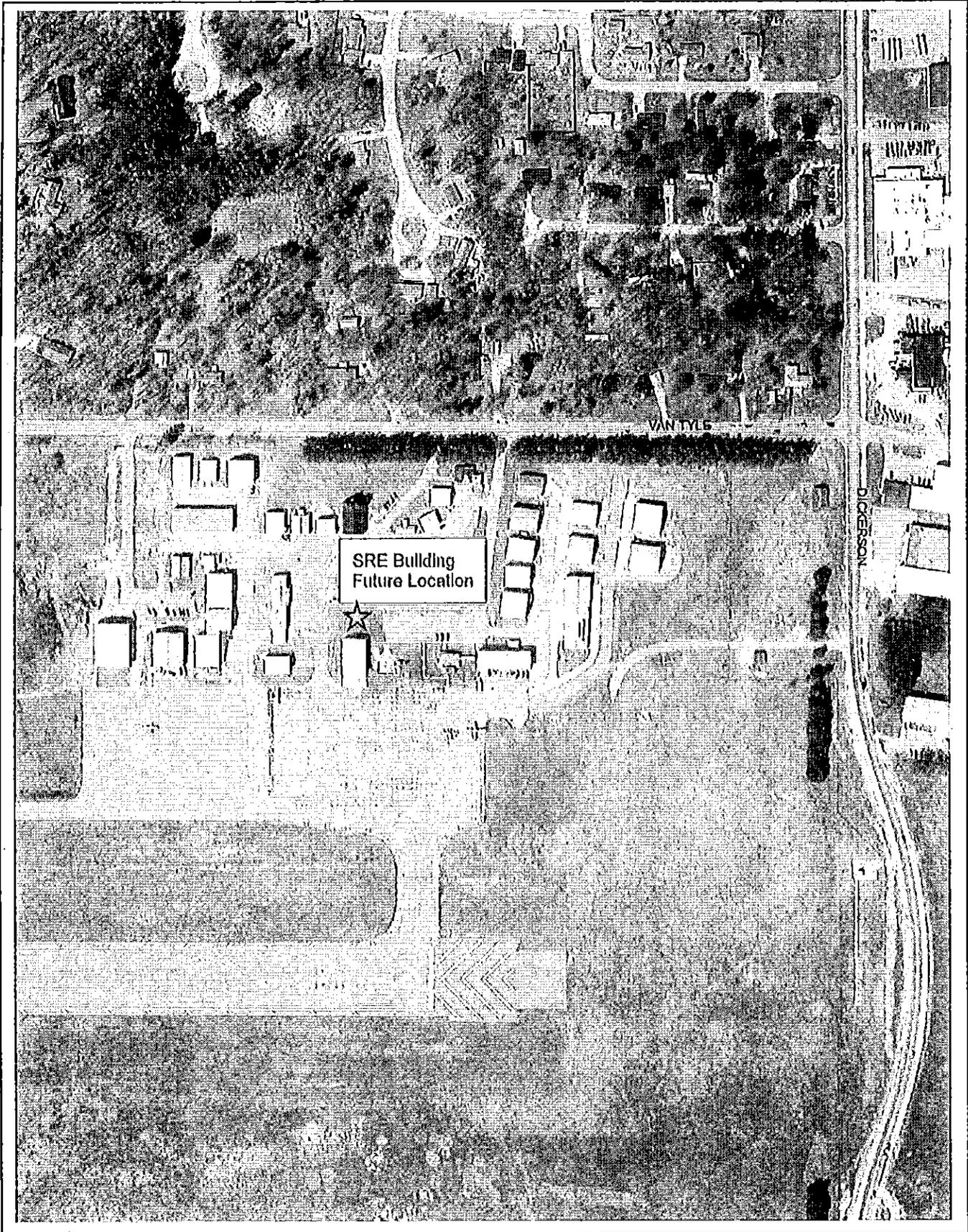
Local share is estimated at \$17,000 with funds to come from the Airport Capital Improvement Fund.

Agency Reported Evaluation: Important: The existing facilities on the airport do not provide sufficient space or meet the needs and requirements of the Airport's snow removal equipment. Moreover, the construction of this facility will open up other areas for revenue generation. The project also leverages available federal funding.

Committee Reported Evaluation: Important



SRE Building Future Location



SRE Building Location
Scale: 1" ~ 300'



Project Title: Information Center Purchase

Agency: Otsego County

Project Type: Facility Acquisition

Year(s) of Project: 2010

Project Description:

The County would like to acquire the Chamber of Commerce Information Center building located at 125 S. Otsego. The building located on County property that has been leased to the Gaylord/Otsego Chamber of Commerce. Acquisition of this building would allow the County to relocate offices from its Cross Street building to the downtown County Building. The Cross Street building is generally in poor condition. The building would be closed if offices were relocated downtown.

Schedule:

Acquisition would be desirable in 2010.

Estimated Cost: \$75,000

Basis of Cost Estimate: Preliminary Estimate

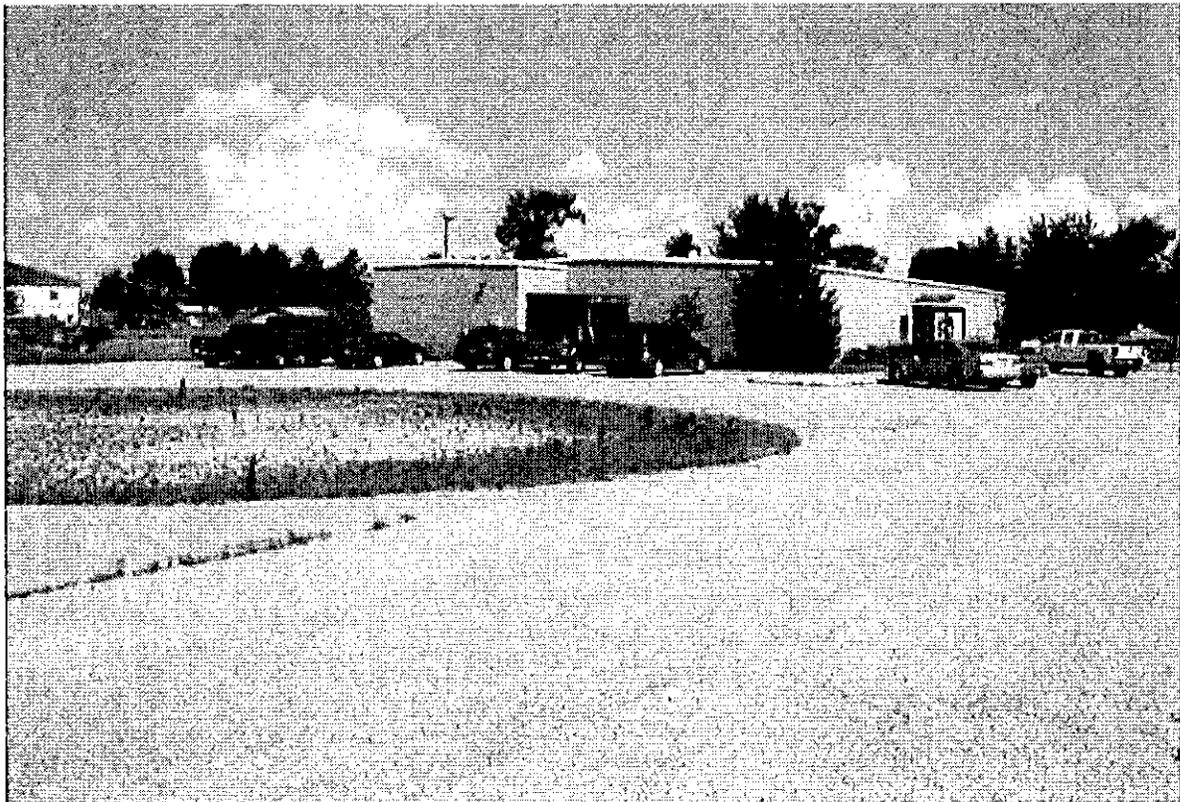
Funding would come from the County's fund reserves.

Agency Reported Evaluation: Desirable. This would create a savings in maintenance and utility costs by closing the Cross Street Building.

Committee Reported Evaluation: Important



Information Center: 125 S. Otsego Avenue, Gaylord, Michigan



Cross Street Building: 1068 Cross Street, Gaylord, Michigan

Project Title: Louis M. Groen Nature Center at Echo Valley Resort

Agency: Otsego County Parks and Recreation

Project Type: Land and Facilities Acquisition

Year(s) of Project: 2015/Unknown

Project Description:

The Otsego County Parks and Recreation Department will eventually receive 778.79 acres of property to be used as a nature preserve. The land can also be used for limited recreational activities such as hiking, horseback riding, cross country skiing, and environmental classes.

Schedule:

The project will consist of two parts. Upon Mr. Louis M. Groen's passing away, 753.5 acres would be transferred to the Otsego County Parks and Recreation Department. Upon the passing away of both Mr. Louis Groen, and Mrs. Edna Groen, the remaining 25.29 acres would be transferred to the Parks and Recreation Department. The 25.29 acres also includes two homes, and three barns.

Estimated Cost: N/A

Basis of Cost Estimate: N/A

Alternative Financing: Groen Trust will pay for costs of maintenance and improvements

Agency Reported Evaluation: Desirable

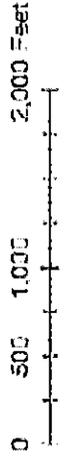
Committee Reported Evaluation: Desirable

Aerial Photo



Legend

- Roads
- Property Boundary



Produced by the Otsego Conservation District
August 3, 2009
Data provided by USDA-NRCS

Project Title: Otsego County Animal Control Facility

Agency: Otsego County

Project Type: New Construction

Year(s) of Project: 2010

Project Description:

A new Animal Control facility will be built to replace the current outdated facility. The facility will be between 8,000 and 10,000 sq ft. A location is likely to be the Alpine Center complex, but that is not finalized. The County is currently having an architect prepare the preliminary layout design.

Schedule:

Construction likely to begin in the spring of 2010 with completion in the fall of 2010.

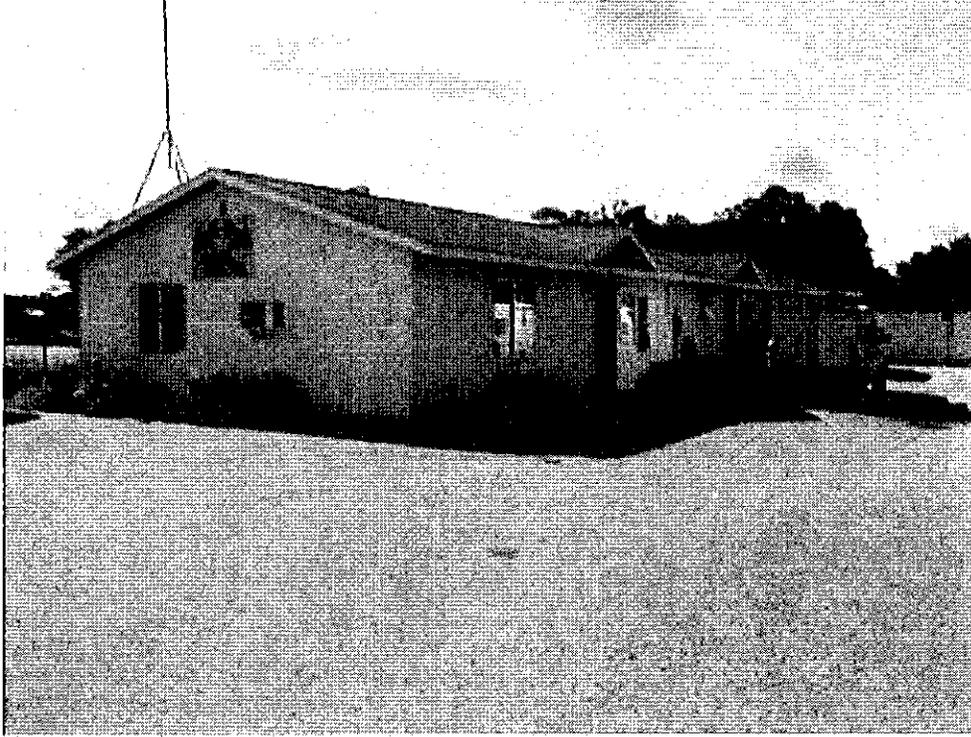
Estimated Cost: \$1,000,000

Basis of Cost Estimate: Preliminary Estimate

Funding will come from the millage dedicated to Animal Control.

Agency Reported Evaluation: Urgent: The facility will replace the current facility which is too small to meet legal obligations for containment size for the housing of animals. The building is poorly constructed with ventilation issues. The current design creates a dangerous health and safety concern for the animals by preventing proper separation of the animals.

Committee Reported Evaluation: Urgent



Existing Animal Control Facility: 200 E. 7th Street, Gaylord, Michigan

Project Title: Otsego County Emergency Medical Services (EMS) Expansion

Agency: EMS Addition

Project Type: Facility Expansion

Year(s) of Project: 2011

Project Description: This project is for the expansion of the EMS Headquarters, at 100 McLouth Road, that will provide more on site storage (provide storage for Haz-Mat trailers, 50 Bed Care Unit, and rescue equipment for the county) and improve the crew quarters. The expansion size will be 50' x 125' (6,250 sq ft).

Schedule:

It will take approximately one year to build.

Estimated Cost: \$500,000

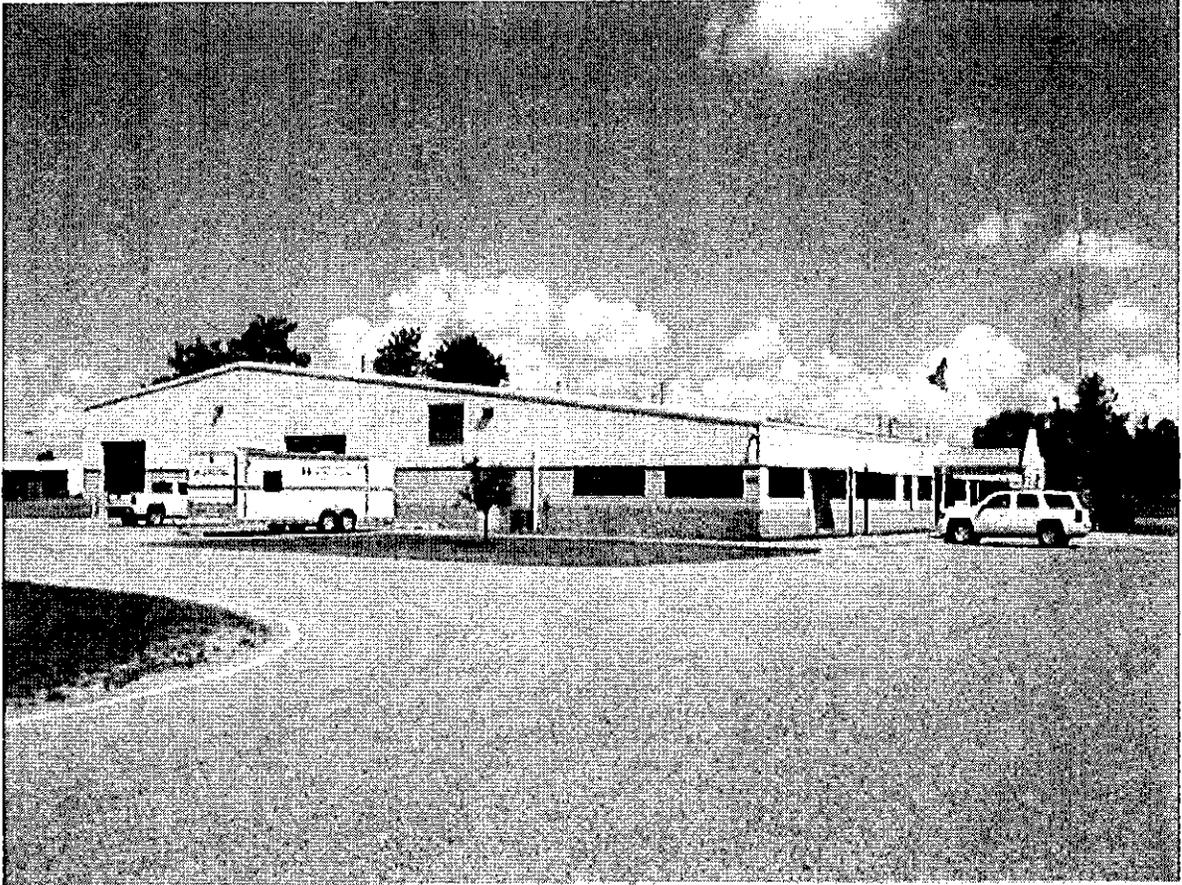
Basis of Cost Estimate: Preliminary Estimate

Alternative Funding: Federal grant money or USDA grant funding.

Agency Reported Evaluation: Urgent. The growth of the county has caught up with the building creating the need for more space. Some equipment is being stored at the Otsego County Bus System building (Haz-Mat trailers, snowmobiles, 50 Bed Care Unit) that should be closer for day to day operations. Central storage is needed due to approximately 80% of emergency response calls being within a six mile radius of the City of Gaylord.

Day to day operations has increased and the crews living area is not large enough for the staff.

Committee Reported Evaluation: Desirable



Otsego County EMS Building: 100 McLouth, Gaylord, Michigan

Project Title: Otsego County Jail

Agency: Otsego County

Project Type: New Construction

Year(s) of Project: 2013

Project Description:

A new Jail facility will eventually need to be built to replace the current outdated facility located as part of the Courthouse in downtown Gaylord. The Jail Citizen Committee recommended building new 24,621 sq ft 68-bed jail at the former DNR property now owned by the County along Illinois Avenue when/if the Criminal Justice Coordinating Committee determines that jail alternative programs can no longer sufficiently alleviate overcrowding.

Schedule:

Construction will not happen until alternative jail programs can no longer sufficiently relieve the jail, and until a dedicated source of funding (millage) can be obtained. I recommend tentatively scheduling it for 2013 and then push it back as necessary.

Estimated Cost: \$7,800,000

Basis of Cost Estimate: Architect Estimate

Alternative Financing: Funding would likely have to come from a dedicated jail millage, which has not been passed at this time.

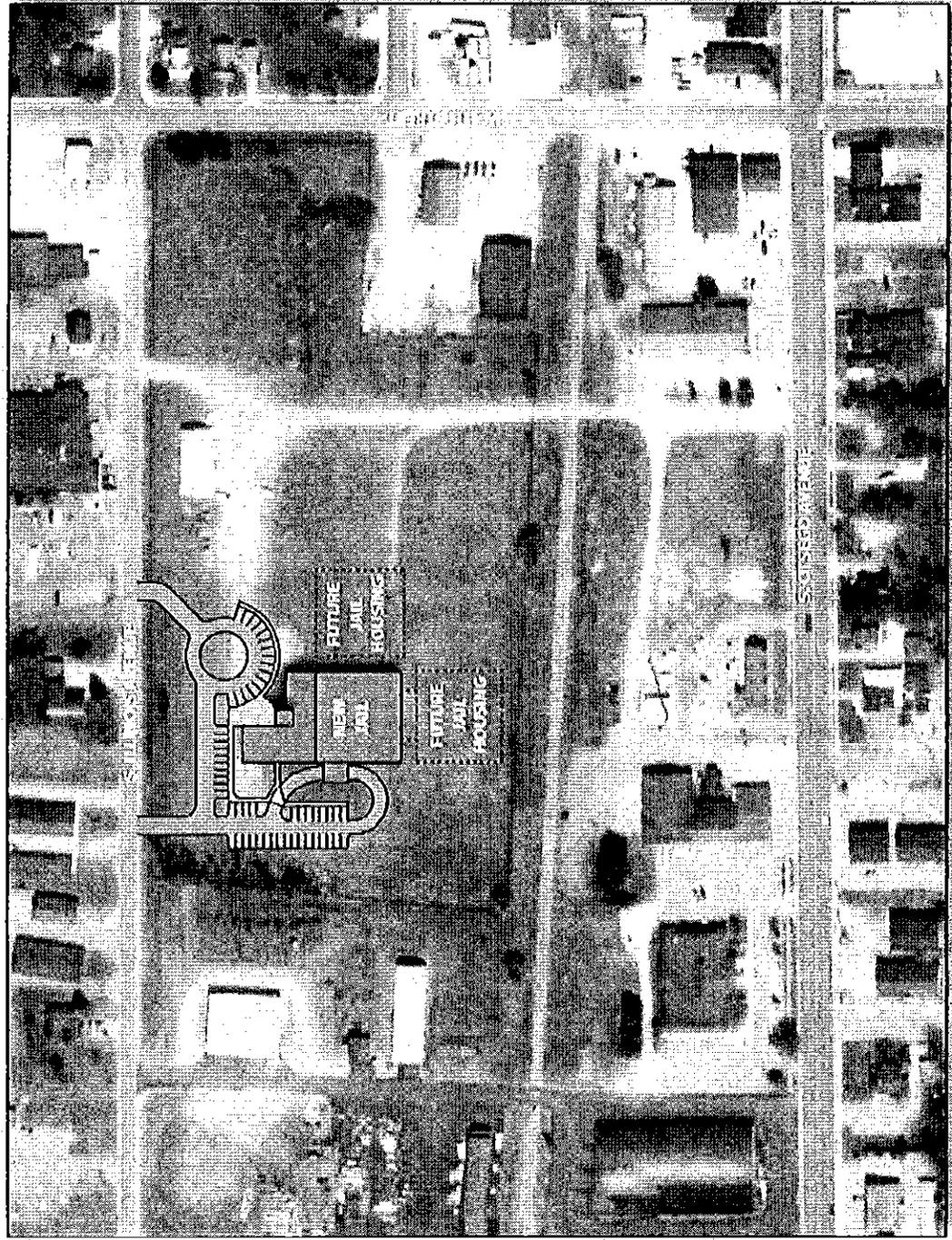
Agency Reported Evaluation:

Urgent: The facility will replace the current facility which is often too small to meet legal obligations. The current jail has a 34-bed capacity, while the jail population often reaches around 50 people. The Otsego County Work Camp and the Drug Court has routinely prevented another 20 – 40 people from being housed at the jail.

Committee Reported Evaluation: Urgent



OF BRIGGS COUNTY JAIL EXPANSION STUDY



Option 3
PROPOSED NEW BUILDING SITE PLAN

Not To Scale

SCHENKELSHULTZ

Project Title: Otsego County Library Expansion

Agency: Otsego County Library

Project Type: Facility Expansion

Year(s) of Project: To be determined based on funding.

Project Description:

The Otsego County Library is proposing a 15,700 foot expansion of its main library in the heart of the City of Gaylord at 700 S. Otsego Avenue. Total size of the property is 1.92 acres. Since 1985 the current facility has been a centerpiece of our rural county as a cultural and educational destination, but growth has far surpassed the original design population and space needs are critical. Library statistics consistently surpass state average, yet the 9,031 sq. ft. library is just half the recommended size for Otsego County's current census. The building program is based on a well-documented study which identified community needs through public input.

In 2003, voters turned down a proposal for a new building on Elm Street and feedback indicated that citizens preferred expansion at the current location. Working with Bradley J. Butcher and Associates, a solution was developed to add a 2-story expansion to the back of the library, blending roof lines to keep the structure aesthetically pleasing. The expansion will take the library into the next 25 years with space for expanded collections and programs, new technologies, increased access to public computers, and training and group rooms. It will bring the community in line with per capital space allocation as recommended by the Library of Michigan's Quality Services Checklist and accommodate a level of service to meet needs of a growing number of families, students, small business owners, and jobseekers facing difficult times.

Schedule: The Library anticipates that funding will be secured by May 2011, through a combination of grants, donations, and public financing. Construction could begin in Spring 2012 with completion in Summer 2013.

Estimated Cost: \$5,000,000

Basis of Cost Estimate: Architect Estimate

Alternative Financing:

\$500,000 from the Designated Building Fund.

\$100,000 (estimate) Sale of building site on Elm Street

Potential funding sources for remainder:

Rural Communities Facilities Program (USDA)

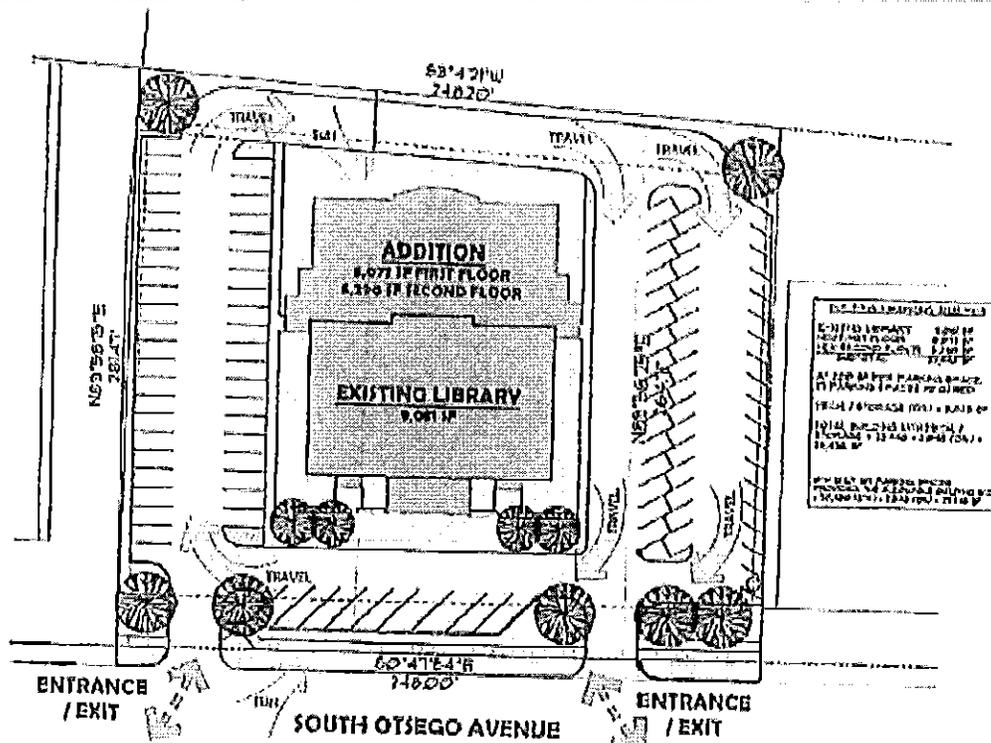
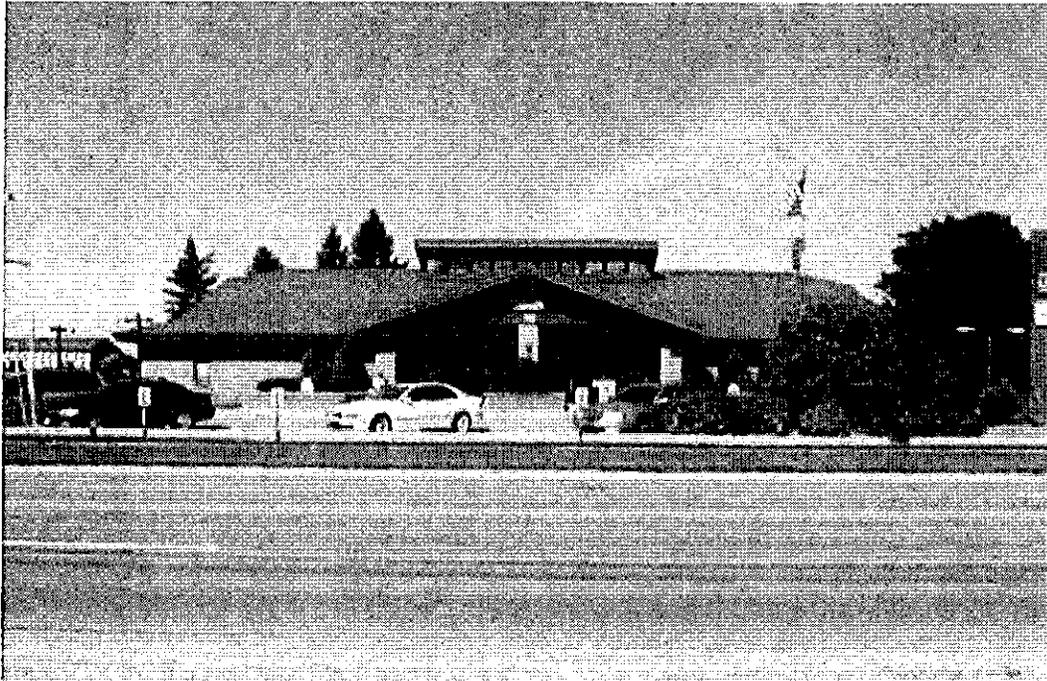
Institute of Museums and Libraries – LSTA program

National Endowment for the Humanities Construction Grant

Kresge Foundation – Construction Grants

Agency Reported Evaluation:

Committee Reported Evaluation: Important



PROPOSED SITE PLAN
 SCALE: 1" = 20'-0"
 0 10 20 30 40 50
 10' PARKING SPACES

Project Title: Otsego County Road Commission Road Construction

Agency: Otsego County Road Commission

Project Type: Major Renovation

Year(s) of Project: 2010

Project Description:

Work is scheduled on three roads for 2010:

- 1) Mancelona Road from Hayes Tower Road to Passenheim Road – Crush and shape, repave. Project length: 2.62 miles. Cost: \$850,000
- 2) McCoy Road from Old 27 to Krys Road – Crush and shape, repave. Project length: 1.50 miles. Cost: \$503,692
- 3) Meecher Road from Ted Drive to Buddy Drive – Crush and shape, repave. Project length: 0.40 miles. Cost: \$230,000

Schedule:

Construction would likely begin in the spring of 2011 with completion in the summer of 2012.

Estimated Cost: \$1,583,692

Basis of Cost Estimate: Preliminary Estimate

Alternative Financing:

Meecher Road will be done using federal Economic Stimulus funding.
McCoy Road will be done using Michigan Transportation Fund, Category "F" funding.
Mancelona Road will be done using SAFETEA-LU funding.

Agency Reported Evaluation: Important. The driving conditions on these roads are poor.

Committee Reported Evaluation: Important

Project Title: University Center Science Center

Agency: University Center of Northern Michigan

Project Type: Facility Expansion

Year(s) of Project: 2011-2012

Project Description:

The purpose of the Science Center is to provide additional classroom and laboratory space resulting from expanded Science, Technology, Engineering and Mathematics curriculum with Lake Superior State University. The preliminary design consists of a two story, 30,000 sq. ft, building that will be attached by all season walkways to both the University Center and Gaylord High School.

Schedule:

Construction would likely begin in the spring of 2011 with completion in the summer of 2012.

Estimated Cost: \$15,000,000

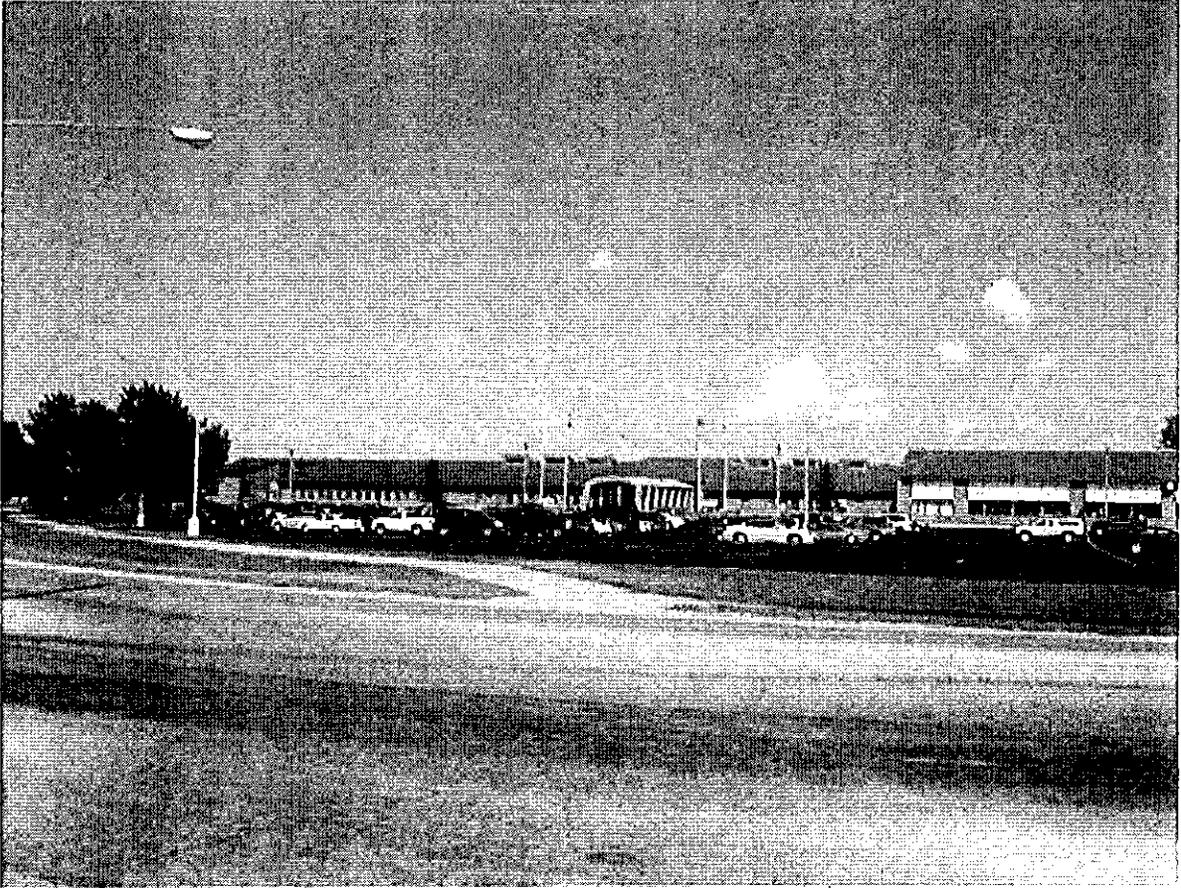
Basis of Cost Estimate: Preliminary Estimate

Alternative Financing:

Funding will come from sources other than millage.

Agency Reported Evaluation: Important and Desirable. The University Center has become a significant source of economic stimulus to Otsego County. In many respects, it has become the de facto four year university serving the northern lower third. The continued growth of the UC will attract more students to the UC and further this mission.

Committee Reported Evaluation: Desirable



University Center of Northern Michigan: 80 Livingston Blvd., Gaylord, Michigan

ATTACHMENT A
CAPITAL IMPROVEMENT PROJECT SPREADSHEET

Ossego County Six Year Capital Improvement Plan - Schedule A

Project Name	Agency	Project Type	Funding Source(s)	Estimated Cost	Priority	2010 Cost	2011 Cost	2012 Cost	2013 Cost	2014 Cost	2015 Cost
Information Center Purchase	Ossego County	Facility Acquisition	Fund Reserves	\$75,000	Important	\$75,000					
Ossego County Animal Control Facility	Ossego County	New Construction	Animal Control Millage	\$1,000,000	Urgent	\$1,000,000					
Gaylord Regional Airport East Apron Rehabilitation	Ossego County	Major Renovation	97.5% Federal; 2.5% Local	\$475,000	Urgent	\$475,000					
Ossego County Road Commission Road Projects	OC Road Commission	Major Renovation	Act 51 Funds	\$1,583,692	Important	\$1,583,692					
Gaylord Regional Airport SRE Building	Ossego County	New Construction	97.5% Federal; 2.5% Local	\$675,000	Important		\$675,000				
EMS Building Expansion	Ossego County EMS	Facility Expansion	Grants	\$500,000	Desirable						
University Center Science Center	University Center	Facility Expansion	Unknown	\$15,000,000	Desirable		\$7,500,000	\$7,500,000			
Ossego County Library Expansion	Ossego County Library	Facility Expansion	Various	\$5,000,000	Important			\$5,000,000			
Ossego County Jail	Ossego County	New Construction	Potentially Jail Millage	\$7,800,000	Urgent				\$7,800,000		
Louis M. Groen Nature Preserve at Echo Valley Resort	O.C. Parks and Recreation	Land Acquisition	Donation	N/A	Desirable						N/A
Gaylord Property Acquisition	Ossego County	Land Acquisition	Fund Reserves	Unknown	Desirable						
Total Costs by Year:						\$3,693,692	\$8,175,000	\$12,500,000	\$7,800,000		\$0.00

SCHEDULE A

OCR 09-31
MDEQ Grant

Otsego County Board of Commissioners
December 15, 2009

WHEREAS, the Michigan Department of Environmental Quality provides grants and loans to communities through its Brownfield Redevelopment Grant and Loan program to encourage reuse of brownfield properties by funding demolition and environmental response activities; and

WHEREAS, the effort to redevelop the former Georgia-Pacific property is a partnership between the State of Michigan, the Otsego County Brownfield Redevelopment Authority, Otsego County, and the Otsego County Economic Alliance and environmental activities are required as part of the redevelopment effort; and

WHEREAS, the project effectively meets the program criteria of need for financial assistance, local financial commitment, site reuse, and economic development and job creation; and

WHEREAS, the proposed development is consistent with local development plans, zoning ordinances, and the Otsego County Master Plan and will be under land use review; and

WHEREAS, the site for which grant funds are being requested is designated as a "Facility" under Part 201, 1994 Act 451; and

WHEREAS, the Otsego County Brownfield Redevelopment Authority is requesting a Brownfield Grant for environmental response activities; and

WHEREAS, the proposed project will be undertaken if a grant is awarded; now, therefore, be it

RESOLVED, that the Otsego County Board of Commissioners supports and authorizes the submittal of an application to the Michigan Department of Environmental Quality by the Otsego County Brownfield Redevelopment Authority for a Brownfield Redevelopment Grant for environmental response activities to support the eventual redevelopment of the Georgia-Pacific Redevelopment property.

Minutes of a regular meeting of the Otsego County Board of Commissioners, held in Room 100, 225 West Main, Gaylord, MI 49735, on the 15th day of December, 2009, at 9:30 a.m.

PRESENT:

ABSENT:

The following preamble and resolutions was offered by Commissioner_____.

**OCR 09-32
Fiscal Year 2010 Budget Resolution
And General Appropriations Act**

WHEREAS, the Uniform Budget and Accounting Act ("UBAA") MCLA 141.421 et seq., requires that the Board enact a general appropriations act designed to meet County-funded expenditures; and

WHEREAS, County offices, the courts, county departments, agencies and others have submitted requests for a county appropriation in the 2010 budget; and

WHEREAS, the County Administrator has submitted a proposed budget as required by statute; and

WHEREAS, the Board of Commissioners has taken into consideration the fact that there are required functions of county government or operations which must be budgeted at a serviceable level in order to provide required services programs; and

WHEREAS, the Board of Commissioners has determined the amount of money to be raised by taxation necessary for expenditures and liabilities for the 2010 fiscal year and has ordered that money to be raised by taxation within statutory and constitutional limitations.

NOW, THEREFORE, BE IT RESOLVED

1. That the 2010 Otsego County Budget for the General Fund which is incorporated by reference herein, is hereby adopted on a basis consistent with the Otsego County policies, subject to all County policies regarding the expenditure of funds as well as the conditions set forth in this resolution.
2. Tax rates are to be levied for the 2010 fiscal year as summarized in Appendix A of this document.
3. That this budget reflects a reasonable allocation of available resources to the various County departments, boards, and agencies, and allows for all mandated services, programs, and activities, including the courts to be performed at or beyond a serviceable level.

****THE COMPLETE RESOLUTION IS ON FILE IN THE
COUNTY CLERKS OFFICE****

4. That the Board of Commissioners hereby authorizes monthly county-based surcharge of \$1.72 be placed on all communications service provider equipment able to call 9-1-1 for service as allowed under Public Act 164 of 2007 to defray the costs of being ready to process and of actually processing 9-1-1 calls placed within Otsego County for Fiscal Year 2010, and that such funds shall be used in accordance with all applicable state and federal laws and County policies.
5. That all County elected officials and department heads shall abide by all County policies, including the Purchasing policy, personnel policies, and applicable labor agreements, as adopted and amended by this Board and that the budgeted funds are appropriated contingent upon compliance with these policies.
6. That the approved employee positions on the Approved Position Control Number Roster contained in this Budget as Appendix B, shall limit the number of employees who can be employed. No funds are appropriated for any position or employee not on the Approved Position Control Number Roster. Further, there may be a need to increase or decrease various positions within the Budget and/or impose a hiring freeze and/or impose lay-offs due to the unforeseen financial changes; therefore, the Approved Position Control Number Roster List may be changed from time to time by the Board and/or the Board may impose a hiring freeze. County elected officials and department heads shall abide by whatever changes are made by the Board, if any, relative to the approved positions and the number of employees stated in the Approved Position Control Number Roster List.
7. That the authorized positions in the Approved Position Control Number Roster List contained in each budget indicates the authorized maximum number of employees in their respective classifications for that budget. Any deviations from said list must be specifically approved by the Board.
8. That certain positions contained in the Approved Position Control Number Roster List which are supported in some part by a grant, cost sharing, child care reimbursement, or other source of outside funding, are only approved contingent upon the County receiving the budgeted revenues. In the event outside funding is not received, or the County is notified that it will not be received, then said positions shall be considered unfunded and removed from the Approved Position Control Number Roster List.
9. That the Administrator is authorized upon request of the respective elected official or department head to transfer persons from certain positions contained in the Approved Position Control Number Roster List, which are supported in some part by grant, cost sharing, child care reimbursement or other source of outside funding, to another grant funded position in order to reduce County cost.
10. That revenues received by the County under Public Act 106 and 107, 1985 (Convention Facility Tax revenues) shall not be used to reduce the County's operating millage levy (2010 Budget Year) as defined by Public Act 2 of 1986.

11. That in accordance with Public Act 106 of 1985 and Public Act 2 of 1986, 50% or approximately \$80,720 of the estimated \$161,439, of the Convention Facility Tax revenues not used to reduce the County's operating tax rate, shall be transmitted to the Northern Michigan Substance Abuse Services with remaining revenues to be deposited into the County's General Fund.
12. That revenues received by the County under Public Act 264 of 1987 (Health and Safety Fund Act) shall not be used to reduce the County's operating millage levy (2010 Budget Year).
13. That in accordance with Public Act 264 of 1987, that 12/17 or approximately \$1,514 of the estimated \$2,145 Cigarette Tax revenue, not used to reduce the County's operating tax rate shall be appropriated to the Northwest Michigan Health Department, for public health prevention programs and services, with remaining revenues to be deposited into the County's general fund.
14. That the Administrator is hereby appointed "Budget Administrator," pursuant to the Uniform Budget and Accounting Act, MCLA 141.421 et seq., with power to administer such duties in connection with said budget, as may be from time to time, delegated to the Office of the County Administrator by this Board.
15. That the Budget Administrator be directed to disburse to the various agencies, the approved County appropriation on the basis of need as determined by the cash balances within their respective funds.
16. That the County Administrator, upon recommendation of the appropriate elected official or department head, be authorized to accept grants on behalf of the County if there is no local match required, or ongoing programming or funding which would require additional appropriations or staffing in current or future fiscal years.
17. That the County Administrator, upon recommendation of the appropriate elected official or department head, be authorized to accept grants on behalf of the County in an amount up to \$50,000 with a local match not to exceed 10% (\$5,000), if required, and if available within the requesting department's current budget, and to record the appropriate budget amendment.
18. That the County Administrator is required and directed to automatically reduce any department each time a reduction is made in federal, state or local funds. The County Administrator, in conjunction with the affected elected official or department head, shall promptly make the necessary lay-offs and advise those affected by the service that those services are being discontinued as a result of said cutbacks.
19. That the County Administrator is authorized to cause the drafting of contracts where necessary and appropriate within established budgetary limitations and that the County Administrator is authorized to sign said contracts after legal counsel approved each contract as to legal form, and the Board of Commissioners has approved each contract. The County Administrator is authorized to sign all contract renewals without prior approval of the Board if funds are previously approved for said contract and there are no changes to the contract as part of the renewal.

20. The Board of Commissioners has determined it would be fiscally prudent to set a goal to add approximately \$110,000 to the Budget Stabilization fund (Fund 257).
21. That the Board of Commissioners has determined that it is fiscally prudent to carry a \$500,000 fund balance in the Health Care fund (Fund 647). Funds in excess of this amount shall be refunded to the contributing funds outside of the general fund as follows: 208 Parks and Recreation, 588 Bus, 212 Animal Control, 232 Housing, 281 Airport, 261 9-1-1, 249 Land Use Services. All remaining leftover funds will be transferred to the General Fund.
22. The Board of Commissioners has determined that it is fiscally prudent to maintain a Legal Defense Fund, Fund 260.
23. The Board of Commissioners has determined that it is fiscally prudent to carry a fund balance level of 10% of expenditures from year-to-year in the Building and Grounds Fund, Fund 637, in order to avoid cash flow shortfalls.
24. The Board of Commissioners has determined that the Administrative Services Fund, Fund 645, will need to maintain a fund balance level of 5% of expenditures from year-to-year, in order to avoid cash flow shortfalls.
25. That the amounts indicated in the "Budgetary Detail" are hereby appropriated from the General Funds and other funds of Otsego County according to the Activity Centers (Departments) contained in that detail which is incorporated herein by reference, and that such appropriations shall be restricted to the functioning of those Activity Centers (Departments), all applicable federal and state laws, County policies, and the provisions of this Act. The "Budgetary Detail" chart is included in this document at Appendix C.
26. The Administrator has the authority to approve all amendments made to the 2010 budget except for instances where a) the amendment will increase the department's total net budget or b) the amendment will affect a payroll account (defined as any account in the 700000 expenditure section of the general ledger) and exceeds \$500 in total.

